

NO 1 NEW STREET, THIRUVITHANCODE, KANYAKUMARI DIST

Minutes of IQAC

Date: 05-07-2019

Venue: Principal's Chamber

AGENDA OF THE MEETING

- Discussion of the IQAC initiatives of the previous year
- Preparation of Annual Plan for the year 2019 2020.
- Preparation of the Academic Calendar
- Orientation for B.Ed./M.Ed. Programme.
- · Preparation of Timetable and workload
- · School internship of B.Ed students
- Conduct of orientation programme for the new B. Ed. Batch 2019-2020.
- · Celebration of World Environment Day, International Yoga Day and Reading Week.

MINUTES

- The IQAC initiatives of the assessment year 2018-2019 was discussed and evaluated.
 It was decided to prepare the Annual Plan for the year 2019- 2020 so as to focus on quality enhancement of the activities of the institution.
- Discussions regarding the preparation of Academic calendar were done. A Committee consisting of Programme coordinator, Student Advisor and IQAC coordinator was constituted for the same.
- · Duties were assigned for the preparation of Timetable and workload.
- · The duties for preparing timetable and workload for the new academic year were allotted.
- Decided to celebrate World Environment Day and International Yoga Day.
- Decided to conduct Reading week celebrations from 15th to 19th July 2019.
- An orientation towards B. Ed. and M.Ed. Curriculum was decided to be conducted for the new batch of students by the Programme Co-ordinator.
- · Commencement of school internship for second year B.Ed students

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Signature of the IQAC Co-Ordinator
Muslim College of Education

	MEN	ABERS PRESENT IN THE MEETING	
1.	Dr.V.S. Pramod.	Principal, Chairperson	Dam)
2.	Ramaswamy.V	Senior Administrator Officer	Hilliams
3.	Valsala.L	Asst Professor	Menne
4.	Merline Jaya.D	Asst Professor	D. Mesline for
5.	Indira	Asst Professor	holica
6.	Derinoji	Asst Professor	A. Q.
7.	H.Mohamed Ali	Secretary	A
8.	5. Kader Mytheen	Member, Local Society	s.kele
9.	Jagatha Mini	Nominee from Alumni	Tegalla Ma
10.	Feroskhan	Nominee from Industrialist	M.C.Mrsl.
11.	Raina Rose J.	Co-ordinator	Donah
12.	Rajasekharan ,	Nomines from PTA	Pajasekha

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NO 1 NEW STREET, THIRUVITHANCODE, KANYAKUMARI DIST

Minutes of IQAC Date: 05-08-2019

Venue: Principal's Chamber

AGENDA OF THE MEETING

- Evaluation of the activities conducted based on the previous IQAC meeting
- Finalisation of the academic calendar and annual plan of the institution
- Training programme on Yoga for the B.Ed. students.
- Celebration of Hiroshima Day, Independence Day and Inauguration of Subject Associations and Clubs
- · Celebration of Onam
- Celebration of Teachers day

MINUTES

- The activities organised based on the first IQAC meeting for the year were evaluated and areas for improvement were chalked out.
- Detailed discussion on the academic calendar and annual plan were done and finalised.
- One day Training programme on yoga to be conducted for 1 year B. Ed. students.
- Celebration of Hiroshima Day and Independence Day and Onam was decided.
- Teacheres day celebration will be conducted on 5th September 2019

Signature of the IQAC Co-Ordinator Muslim College of Education

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	MEI	MBERS PRESENT IN THE MEETING	
1.	Dr.V.S. Pramod.	Principal, Chairperson	Sarm
2.	Ramaswamy.V	Senior Administrator Officer	Hillyny
3.	Valsala.L	Asst Professor	Monne D. Meslin Je
4.	Merline Jaya.D	Asst Professor	D. Meslin Je
5.	Indira	Asst Professor	India
6.	Derinoji	Asst Professor	A. Dazi
7.	H.Mohamed Ali	Secretary	A
8.	5. Kader Mytheen	Member, Local Society	S. leade
9.	Jagatha Mini	Nominee from Alumní	Tegerthellin
10.	Feroskhan	Nominee from Industrialist	Jegerthellen
11.	Raina Rose .j.	Co-ordinator	Queste
12.	Rajasekharan ,	Nominee from PTA	Layerah

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NO 1 NEW STREET, THIRUVITHANCODE, KANYAKUMARI DIST

Minutes of IQAC

Date: 20-09-2019 Venue: Principal's Chamber

AGENDA OF THE MEETING

- · Finalisation of Plan of action
- · Collection of the feedback forms
- Preparation of AQAR fir the year 2018-2019
- College Union Election.
- Releasing of the College Magazine of the year 2018-2019
- · Union and Arts Club inauguration.

MINUTES

- · Action plan prepared for the semester was discussed and finalised
- College Union Election will be conducted on 29 September 2019
- College magazine for the year 2018-2019 was decided to be release
- Union and Arts Club inauguration will be celebrated on 5th October 2019.
- · Decided to collect feedback forms

COLLEGE OF COUCATION

Signature of the IQAC Co-Ordinator Muslim College of Education

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	MEM	BERS PRESENT IN THE MEETING	
1.	Dr.Y.S. Pramod.	Principal, Chairperson	6mm
2.	Ramaswamy.V	Senior Administrator Officer	1 Promis
3.	Valsala.L	Asst Professor	Menne
4.	Merline Jaya.D	Asst Professor	D. Meshin fo
5.	Indira	Asst Professor	Inchri
6.	Derinoji	Asst Professor	A.Qui
7.	H.Mohamed Ali	Secretary	M
8.	S. Kader Mytheen	Member, Local Society	Silealie-
9.	Jagatha Mini	Nominee from Alumni	Segethal L
10.	Feroskhan	Nominee from Industrialist	Inc. Mail
11.	Raina Rose .j.	Co-ordinator	2ml
12.	Rajasekharan,	Nominee from PTA	Layertekhun
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NO 1 NEW STREET, THIRUVITHANCODE, KANYAKUMARI DIST

Minutes of IQAC

Date: 05-11-2019 Venue: Principal's Chamber

AGENDA OF THE MEETING

- · Discussion on previous IQAC minutes.
- · Analysis of the feedback report.
- Initial discussion on AQAR 2018-2019
- · Arranging Communicative English classes for school students
- · Celebration of days of importance
- · School Internship Programme to Schools by M. Ed Students.

MINUTES

- The initiatives taken based on the previous IQAC meeting were analysed
- The initial draft of the AQAR prepared for the previous year was discussed and modifications were suggested
- Decided to conduct Communicative English classes to the students
- · Decided to celebrate Childrens day and decided to conduct various programmes

• Decided to analyse collected feedback forms

Signature of the IQAC Co-Ordinator Muslim College of Education

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	MEI	MBERS PRESENT IN THE MEETING	;
1.	Dr.V.S. Pramod.	Principal, Chairperson	amy
2.	Ramaswamy.V	Senior Administrator Officer	Many Sand
3.	Valsala.L	Asst Professor	Monne
4.	Merline Jaya.D	Asst Professor	Q. Muslim Jaya
5.	Indira	Asst Professor	Indrie
6.	Derinoji	Asst Professor	A.Q.
7.	H.Mohamed Ali	Secretary	M
8.	S. Kader Mytheen	Member, Local Society	S. Valor
9.	Jagatha Mini	Nominee from Alumni	Jayath Mi
10.	Feroskhan	Nominee from Industrialist	An. G. Mail
11.	Raina Rose .j.	Co-ordinator	Rush
12.	Rajasekharan ,	Nominee from PTA	Lajarsekharas

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NO 1 NEW STREET, THIRUVITHANCODE, KANYAKUMARI DIST

Minutes of IQAC
Date: 09-01-2020

Venue: Principal's Chamber

AGENDA OF THE MEETING

- Finalisation of the AQAR of the year 2018-2019
- · Review of the previous IQAC minutes
- · Review on action plan
- · Organising Campus Placement.
- Planning related to Educational Tour and Community Living Camp.
- · Celebration of college day
- Planned to conduct educational camp and educational tour

MINUTES

- The AQAR for the previous year was thoroughly analysed and was finalised
- The programmes conducted based on the previous IQAC meeting was analysed and new plans were chalked out
- The extent to which the action plan was adhered to was evaluated and its further implementation was discussed
- Campus Placement was planned to be organized on 23rd January 2020.
- Educational Tour and Community Living Camp were planned to be conducted in February 2020 respectively.

The preparations and arrangements related to the College Day Celebrations were

discussed.

Signature of the IQAC Co-Ordinator

Muslim College of Education

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1.	Dr.V.S. Pramod.	Principal, Chairperson	gmm)
2.	Ramaswamy.V	Senior Administrator Officer	Jan Jan J
3.	Valsala.L	Asst Professor	Monne
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5.	Indira	Asst Professor	helnie
6.	Derinoji	Asst Professor	A. Dez
7.	H.Mohamed Ali	Secretary	Mus
8.	S. Kader Mytheen	Member, Local Society	s.hale
9.	Jagatha Mini	Nominee from Alumni	JegatheMin
10.	Feroskhan	Nominee from Industrialist	A.CA
11.	Raina Rose .j.	Co-ordinator	Rush
12.	Rajasekharan,	Nominee from PTA	Pajasekhase

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